

DIARY NOTES

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DD/S

13 May 1957

1. At the Deputies' Meeting General Cabell tabled a new staff study which proposed the establishment of a "manpower task force" and, at the same time, requested Deputy Directors to conduct a detailed examination of their own areas in order to eliminate marginal projects and programs, effect organizational changes, etc. This is to be discussed at Wednesday's Deputies' Meeting.

The two papers prepared by Gordon Stewart on "Placement of Personnel" and "Dismissing Substandard Employees" were also tabled and will be discussed on Wednesday.

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2. [REDACTED] telephoned to say that unless funds were made available by 1 June [REDACTED] could not award a contract in time to obligate this year's money for the proposed [REDACTED]. I told him that I was aware of this but saw no alternative except to wait until we had had our Budget Hearing. However, I authorized him to explore with Jim Garrison [REDACTED] the possibility of asking for bids with the understanding that contracts would not be awarded unless funds were made available.

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3. Agreed with [REDACTED] that in principle it was all right to eliminate the position of Deputy Chief of Administration in the WH Division and add a Senior Finance Officer who would act as Chief of Administration in his absence; I asked him to submit a paper requesting this organizational change, however. I have also advised [REDACTED] that since this will probably go through we should start thinking now about what assignment would be most appropriate for [REDACTED] 25X1A9a

4. Norman Paul was over to discuss a training Bill with me. The Senate version of the Bill centralizes power in the hands of the Civil Service Commission but exempts us, while the House version submitted by Congressman Rees does not exempt us. I suggested to Norman that he first explore the matter with Fred Belen but said that inasmuch as Mr. Rees had always been very friendly toward the Agency I felt confident that an approach to him would get us an exemption. He will let me know how he comes out.

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5. [REDACTED] called to say that while he and Gordon Stewart were presenting the paper on "The Role of the Personnel Director" to General Cabell the latter had branched out into a discussion of the "Career Service" generally. It was Vernon's impression that General Cabell took a dim view of the so-called "split arrangement" such as we have in the DD/S area. He also suggested that all people in the Office of the Director might function as a panel under the Administration Career Service.

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6. I asked [REDACTED] to keep close touch on the [REDACTED] situation and to let me know as soon as [REDACTED] Fitness Report came in from the field. I also cautioned him to make sure that [REDACTED] was kept busy.

7. [REDACTED] was up to discuss the setting up of an Administrative Officer position in his immediate office. He was quite frank in saying that he did not want to increase the personnel on duty in his office at the present time and, therefore, did not want to take the Visual Aids or Publications Control Units. He believes, however, that he would like to have an administrative setup of possibly two men and two girls who would take over some of the duties and responsibilities now delegated by the Deputy Director (Plans) to [REDACTED] as Special Support Assistant to the DD/S. This is much less than we had hoped for, but we agreed that some arrangement probably could be worked out whereby the Publications Control people and the Visual Aids Unit reported directly to the Administrative Officer. We had a lengthy discussion about who should be appointed to this position. I agreed to send Dick a list of people in the Administration Career Service for his consideration. There is no doubt but that he would like to put [REDACTED] in this job. I told him that I would certainly not do anything to block this but that I hoped he wouldn't and in fact felt that the experiment would have two strikes against it at the outset if he did so. I still think, however, that there is a good possibility that this is what he will want to do.

8. Interviewed [REDACTED] Chief of the Business Machines Service in the Management Staff. (See Memorandum for the Record.)

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